



AGENDA

Community Advisory Commission

Wednesday, February 4, 2015

Milpitas City Hall, Committee Conference Room
455 E. Calaveras Blvd.
7:00 p.m.

- I. Roll Call:** Samantha Beard, Thelma Batilo, Oscar Leon, Michelle Manassau, Syed Mohsin, Jose Rosario, Van Lan Truong, Ashish Kathapurkar, Ashok Sharma
Alternates: Mike Bilbao

- II. Seating of Alternates:**

- III. Pledge of Allegiance:**

- IV. Approval of Agenda:** February 4, 2015

- V. Approval of Minutes:** January 7, 2015

- VI. Public Forum:**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers are asked to supply their name and address for the record. Each person wishing to speak on an item before the CAC at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

- VII. Announcements - Town Hall Meeting** month and date to be discussed

- VIII. Liaison Report**

City Council Report: Vice Mayor Carmen Montano

- IX. Commissioners' Round Table**

Background: This time is for any Commissioner to share information they feel may be of interest to the Commission.

- X. New Business**

A. Election of Officers

According to the Community Advisory Commission bylaws, new officers for the positions of Chair and Vice-Chair are elected at the beginning of the year.

Recommendation: Nominate and vote for a new Chair and Vice Chair for the 2015 calendar year.

B. CDBG Public Hearing Process/Workshop for New Commissioners

Staff will be holding a CDBG orientation for new CAC members to go over additional details of the program and process prior to the March 4th funding allocation meeting. The meeting will be held at City Hall at the convenience of the CAC Members

Recommendation: Determine the number of CAC members who wish to attend the CDBG Workshop Orientation, discuss date and time and direct staff accordingly.

C. Neighborhood Beautification Awards

During the past Neighborhood Beautification Awards, the CAC received a small number of participants to choose from and decided to review the future program requirements. During the past year, the CAC required participants to have before and after photo's which may have limited participation. This year the Neighborhood Beautification Awards will be held in October.

Staff recommends the CAC direct the Neighborhood Beautification Awards Subcommittee to review the current requirements and report back to the CAC in two months with their recommendations for changes to the program to increase participation.

Recommendation: Direct the Neighborhood Beautification Awards Subcommittee to review the program requirements and report back to the CAC at their meeting in April 2015.

D. National Night Out

Every year, the CAC participates with the Milpitas Fire Department in National Night Out which will be held on August 6th. In the past, several CAC members have participated and hosted block parties. If commissioner's desire to participate or host a block party, staff can inform the Fire Department in advance to be included in the planning of activities for this event.

Recommendation: Determine which CAC members will be participating in National Night Out and/or consider hosting a block party and direct staff to inform the Milpitas Fire Department.

E. CAC Budget/Donation Strategy

The CAC added this item to their Work Plan 2014 to determine how the City Council allocation of \$400.00 should be spent on CAC future activities and events during the fiscal year. The upcoming Spring Clean-Up Event may require some costs associated with providing breakfast, snacks, and beverages to the volunteers that may not be donated by community businesses.

Recommendation: Consider how the CAC desires to allocate annual funding of \$400.00 for future event(s) and direct staff accordingly.

F. 2015 Spring Cleanup Day

At its meeting on January 7th, the CAC directed staff to contact the property owners within the Temple/Adams area and Selwyn/Edsel Drive to seek their approval to participate in the annual Spring Clean-Up Event. Letters have been sent out to all property owners requesting their permission to access their property for the event. Also, the CAC directed staff to contact Milpitas Cares to determine their participation with volunteers for the event. Milpitas Cares has designated April 10-19 as their annual community projects volunteer week. Based on these

dates, the CAC should consider holding the Spring Clean-Up Event on April 11th or 18th to maximize the number of Milpitas Cares volunteers participating in the event.

Recommendation: Select the date of April 11th or 18th for the annual Spring Clean-Up Event and direct staff to coordinate activities for the event with Milpitas Cares.

XI. Unfinished Business: None

Review Subcommittee Member Assignments and Update as Needed

Make a Difference Day:	Batilo, Leon, Mohsin
National Night Out:	Mohsin, Manassau, Trong
NBO Awards:	Manassau, Rosario, Leon
Spring Cleanup Day:	Sharma, Leon, Manassau
Town Hall Meeting:	Batilo, Leon, Kathapurkar
Tree Planting:	Beard, Kathapurkar, Bilbao

XII. Adjournment: to March 4, 2015

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